

TRIPURA GAZETTE



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PART--I-- Orders and Notifications by the Government of Tripura,
The High Court, Government Treasury etc.

**GOVERNMENT OF TRIPURA
FOOD, CIVIL SUPPLIES AND CONSUMER AFFAIRS DEPARTMENT
(LEGAL METROLOGY ORGANIZATION)**

NO.F.6(9)/LM/2020/1959-63

Dated, Agartala, the 23rd December, 2020.

NOTIFICATION

State Reforms Action Plan formulated by the Department for Promotion of Industry and Internal Trade (DPIIT), Government of India requires availability of online system for issuing license / registration under the Legal Metrology Act, 2009 to ensure transparency and ease of doing business.

2. Meanwhile, online submission of application and online delivery of final certificate through SWAAGAT Portal has been mandated w.e.f. 1st November, 2020 for the services namely, "License to manufacture weight or measure" and "Registration of Packer of pre-packed commodities".
3. Now, to expand the scope of service delivery through online mode, the Government in the Food, Civil Supplies and Consumer Affairs Department mandates as follows :-

A. Launching of online services and termination of offline mode

Following services delivered by the Legal Metrology Organization shall be available on SWAAGAT Portal to facilitate online submission of application, online payment of fee, processing of applications and delivery of license / registration through online mode :-

- (i) License to repair weight or measure,
- (ii) License to deal in weight or measure,
- (iii) Registration of Importer of pre-packed commodities.

The aforesaid services shall be made available on SWAAGAT Portal under the URL: swaagat.tripura.gov.in and offline mode of application shall be terminated from the date of issue of this notification.

B. Fees, procedure, timeline etc. and documents required to be submitted by the applicants

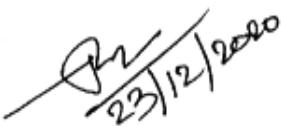
Fees, procedure etc. and comprehensive lists of documents required to be submitted by the applicants of the aforesaid services shall be as specified in **Annexure-A**, **Annexure-B** and **Annexure-C** to this notification. The procedure prescribed by this notification shall be followed for issuing aforesaid License / Registration under the Legal Metrology Act, 2009 and no document beyond those specified by this notification shall be insisted for.

C. Auto renewal of licenses

Out of the aforesaid services, renewal is not required for Registration of Importer of pre-packed commodities since there is no such provision in the Rules.

However, license to repair weight or measure and license to deal in weight or measure shall be auto-renewed through SWAAGAT Portal subject to online payment of prescribed fee within the timeline specified under The Tripura Legal Metrology (Enforcement) Rules, 2011. The system of auto renewal shall be effective from the renewal window commencing subsequent to issuance of this notification.

4. This is issued with the approval of the Government accorded vide U.O.No.144/Min/FCS&CA/2020 dt.22/12/2020.



(Tapan Kr. Das, TCS, SSG)
Additional Secretary to the
Government of Tripura

ANNEXURE - A

License to repair weight or measure

Type :- Pre-operational approval (CFO)

(1) Name of the Organization :- Legal Metrology

(2) Name of the service :- Licensing of repairers of weight or measure

(3) Provision of Act / Rules applicable :- Rule 11 of the Tripura Legal Metrology (Enforcement) Rules, 2011, read with Section 23 of the Legal Metrology Act, 2009.

(4) **Scale of fee** :- (a) For new license – Rs.200/-
(b) For renewal – Rs.200/-

(5) Procedure to be followed for new licence (for online processing)

- Submitting application through SWAAGAT portal (URL : swaagat.tripura.gov.in)
- Uploading required documents.
- Scrutiny of application and documents by the concerned Inspector.
- Intimation of deficiencies, if any, to the applicant for removal of the same.
- Inspection of the premises.
- Uploading of reports / recommendation of the Inspector for final decision to be taken by the Licensing Authority (Controller, Legal Metrology).
- Review by the Licensing Authority (Controller, Legal Metrology) and issue of license in the eligible cases to be viewed / downloaded by the applicant using his/her log in.

(6) Documents to be furnished with the application for new license :-

- (i) Proof of legal title of the premises (copy of the sale deed/lease deed/allotment letter/ property tax receipt), Rent receipt / NOC from the owner of the land (as applicable)
- (ii) Proof of nationality
- (iii) Memorandum of articles in case of Private Limited Company and Limited Company
- (iv) List of testing equipment/tools/accessories
- (v) List of loan articles
- (vi) List of skilled / semi-skilled / un-skilled workers
- (vii) Experience Certificate (At least for one year in the field of repairing of the items for which license applied for in the name of Proprietor / Skilled worker / Partner / Director of the firm or Certificate from I.T.I. in Instrument Mechanic & Electronics.)
- (viii) Site plan (self signed hand sketch showing location of the unit)

(7) Procedure for renewal of license

There shall be provision for **Auto-renewal** of the license.

- The licensee shall have to make online payment of prescribed renewal fee through SWAAGAT Portal within the timeline specified under The Tripura Legal Metrology (Enforcement) Rules, 2011.
- On payment of prescribed fee within the specified timeline the license shall be auto-renewed by the system.
- However, the licensee shall maintain records / registers of weight or measure repaired as required under the Rules and submit annual return to the Controller, Legal Metrology in this regard.
- The licensee shall inform the Licensing Authority with supporting documents in respect of any change in address, constitution of firm etc.

(8) Timeline for delivery of license :-

21 working days from the date of application (mandated in "The Tripura Industries (Facilitation) (Amendment) Rules, 2020").

ANNEXURE - B

License to deal in weight or measure

Type :- Pre-operational approval (CFO)

- (1) Name of the Organization :- Legal Metrology
- (2) Name of the service :- Licensing of dealers of weight or measure
- (3) Provision of Act / Rules applicable :- Rule 11 of the Tripura Legal Metrology (Enforcement) Rules, 2011, read with Section 23 of the Legal Metrology Act, 2009. *
- (4) **Scale of fee :-** (a) For new license – Rs.100/-
(b) For renewal – Rs.100/-
- (5) **Procedure to be followed for new licence (for online processing)**
 - Submitting application through SWAAGAT portal (URL : swaagat.tripura.gov.in)
 - Uploading required documents.
 - Scrutiny of application and documents by the concerned Inspector.
 - Intimation of deficiencies, if any, to the applicant for removal of the same.
 - Inspection of the premises.
 - Uploading of reports / recommendation of the Inspector for final decision to be taken by the Licensing Authority (Controller, Legal Metrology).
 - Review by the Licensing Authority (Controller, Legal Metrology) and issue of license in the eligible cases to be viewed / downloaded by the applicant using his/her log in.
- (6) **Documents to be furnished with the application for new license :-**
 - (i) Proof of legal title of the premises (copy of the sale deed/lease deed/allotment letter/ property tax receipt), Rent receipt / NOC from the owner of the land (as applicable)
 - (ii) Proof of nationality
 - (iii) Memorandum of articles in case of Private Limited Company and Limited Company
 - (iv) Details of manufacturer's trade mark / monogram and his licence number/ Registration of Importer of Weights and Measures /Approval of model issued by Central Government for weight or measure imported into India (If intend to import weight or measure from outside state / country)
 - (v) Site plan (self signed hand sketch showing location of the unit)
- (7) **Procedure for renewal of license**

There shall be provision for **Auto-renewal** of the license.

 - The licensee shall have to make online payment of prescribed renewal fee through SWAAGAT Portal within the timeline specified under The Tripura Legal Metrology (Enforcement) Rules, 2011.
 - On payment of prescribed fee within the specified timeline the license shall be auto-renewed by the system.
 - However, the licensee shall maintain records / registers of weight or measure sold as required under the Rules and submit annual return to the Controller, Legal Metrology in this regard.
 - The licensee shall inform the Licensing Authority with supporting documents in respect of any change in address, constitution of firm etc.
- (8) **Timeline for delivery of license :-**

21 working days from the date of application (mandated in “The Tripura Industries (Facilitation) (Amendment) Rules,2020”).

ANNEXURE - C

Registration of Importer of Packaged Commodities

Type :- Pre-operational approval (CFO)

(1) Name of the Organization :- Legal Metrology

(2) Name of the service :- Registration of Importer of pre-packed commodities.

(3) Provision of Act / Rules applicable :- Rule 27 of the Legal Metrology (Packaged Commodities) Rules, 2011

(4) **Scale of fee** :- Rs.500/-

(5) **Procedure to be followed (for online processing)**

- Submitting application through SWAAGAT portal (URL : swaagat.tripura.gov.in).
- Uploading required documents.
- Scrutiny of application and documents by the concerned Inspector.
- Intimation of deficiencies, if any, to the applicant for removal of the same.
- Inspection of the premises.
- Uploading of reports / recommendation of the Inspector for final decision to be taken by the Registering Authority (Controller, Legal Metrology).
- Review by the Registering Authority (Controller, Legal Metrology) and issue of Registration Certificate in the eligible cases to be viewed / downloaded by the applicant using his/her log in.

(6) **Documents to be furnished with the application :-**

- (i) Document pertaining to possession of land / premises of business
- (ii) NOC from the owner of the land / building if taken on rental basis or lease
- (iii) Proof of nationality
- (iv) Registration with concerned authorities in case of companies/co-operative societies/SHGs
- (v) Memorandum of Articles in case of companies / partnership deed in case of partnership firms
- (vi) Certificate / License of Importer
- (vii) Site plan (self signed hand sketch showing location of the unit)

(7) **Timeline for delivery of licence :-**

21 working days from the date of application (mandated in "The Tripura Industries (Facilitation) (Amendment) Rules,2020").